



**DEPARTMENT OF HEALTH AND SOCIAL SERVICES
DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES**

**GOVERNOR'S ADVISORY COUNCIL (GAC)
TO THE DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES (DDDS)**

February 18, 2016

The Governor's Advisory Council to the DDDS met on February 18, 2016, at the Edge Hill Large Training Room in Dover.

COUNCIL MEMBERS PRESENT: Terri Hancharick, Chair
Thomas Rust
Susan Pereira
Gail Womble
Timothy F. Brooks, Ed.D.
Jamie Doane
Angie Sipple

STAFF MEMBERS PRESENT: Jill Rogers
Marie Nonnenmacher
Robert Paxson
Vicky Gordy - minutes

GUESTS PRESENT: Terry Olson, The ARC
Karen Smith, DE Mentor
Kyle Hodges, SCPD
Libby Cusack, Parent
Gary Cassedy, Easter Seals
Sam Dickson, QMA
F. McDonald, QMA
Thomas Cook, DelARF
Brian Hartman, DLP

CALL TO ORDER: The meeting was called to order at 11:07 a.m.;
introductions were made.

NEXT MEETING: March 17, 2016 at 11:00 a.m.

APPROVAL OF MINUTES: The Council approved minutes from January 14, 2016.

AGENDA-ADDITIONS: No additions requested

Members of DelARF were encouraged to attend GAC meetings. All meeting dates, times, and locations are on the Delaware Meeting Calendar at this link: <https://egov.delaware.gov/pmc/#agency20>.

HCBS Rule Statewide Transition Plan Updates

The group's interest includes what has happened so far under the GAC guidance and DDDS' plans over the next several months and beyond. DDDS hopes to receive feedback from the group to provide guidance as we continue to move toward transitioning.

The revised Transition Plan is posted on the Division of Medicaid & Medical Assistance (DMMA) website at the following link: http://www.dhss.delaware.gov/dhss/dmma/hcbs_trans_plan.html. Public hearings are scheduled on March 4th and 7th. The following link provides information for the three public hearings: <http://www.dhss.delaware.gov/dhss/dmma/files/statewidetransition.pdf>. This link provides the Delaware Register of Regulations with DMMA notice of February 1, 2016, update to HCBS Statewide Transition Plan <http://regulations.delaware.gov/documents/February2016c.pdf>.

Robert Paxson, DDDS Regional Director of Quality Improvement gave the presentation "Community Rule: Provider Assessment Update" to group. The presentation touched on the following:

- ❖ Purpose of Provider Assessments
- ❖ Provider Assessment Process
- ❖ Self Assessments – Purpose and Process
- ❖ Desk Reviews – Purpose and Process
- ❖ On-site Reviews – Purpose and Process
- ❖ What Happens After Reviews are Complete?
- ❖ DDDS Supports During Transition

The Transition Plan states that provider agency's corrective action plan must be submitted within 60 days of receipt of findings for approval. The plan of correction should describe how the provider agency plans to work to meet compliance within the next two years. Each plan will be different along with the type of DDDS or other supports required to assist provider agencies to reach compliance. Some remediation may be actions by DDDS.

Due to CMS direction, all corrective action plans must be completed on or before July 31, 2018, which is reflected in the plan as well.

The group was asked to provide feedback to Vicky Gordy no later than February 26, 2016.

DDDS Waiver Provider Standards (revised)

There are no revisions to report during this period.

Supported Decision Making

Members of the Supported Decision Making group are meeting/contacting Legislator's with an interest in sponsorship of the final draft bill surrounding Supported Decision Making.

Supported Decision Making is an alternative option to guardianship by allowing someone else to provide support when making decisions. The purpose is to create an alternative to guardianship by permitting adults with disabilities to name supporters to help them understand information and options so they can make their own decisions. This approach gives individuals the maximum opportunity to keep their rights with the option for support when necessary. The appointee may not benefit financially from decisions made.

DDDS Residential Services Models

Tabled until next meeting.

DDDS Budget Hearing

The DDDS Joint Finance Committee Hearings are scheduled to occur on February 24, 2016, beginning at 10:30 a.m. Public comments will be heard at 11:15 a.m. DDDS will provide two brief presentations; one surrounding the Governor's recommended budget the other surrounding DDDS population, workings, and accomplishments. All DHSS Joint Finance Committee Hearings presentations are posted on the DHSS website the morning of the hearings. Date and time of DDDS hearing will be recirculated to attendees via email.

The GAC Chairperson plans to comment on family support amendment.

Family Support Amendment to DDDS Waiver

The "Lifespan" waiver concept came about because it expresses the philosophy of supporting a person throughout their life as their needs change.

Marie Nonnenmacher, DDDS Deputy Director gave the presentation "DDDS Lifespan Waiver Presentation" to group.

DDDS currently operates the Home and Community Base Waiver (HCBW) under the authority of 1915c of the Social Security Act. DDDS menu of services includes residential/day habilitation, pre-vocational service, supported employment, and nurse and behavior consultative services. This waiver is heavily geared toward people who have reached a stage in their life when they can no longer live with their family for various reasons. Therefore, for a number of years, Delaware's spoken about how we can better support people who live with their families in the family home while continuing to support the current HCBW services to approximately 1000 people, who are mainly supported with residential habilitation service. DDDS is working to develop a different planning process.

The presentation touched on the following:

- ❖ Background
- ❖ Approach & Why it Makes Sense for Delaware
- ❖ Cost
- ❖ Who Will Be Served
 - Current waiver enrollees
 - People who only received Day Services
 - People graduating from school
 - People whose needs have changed (including residential services)
- ❖ Which Services will be Included in the Lifespan Waiver
 - All current DDDS waiver services
 - Community living support (personal supports to the person and their family)
 - Home and vehicle modifications
 - Assistive technology (this is required to be covered for children under the EPSDT entitlement)
 - Specialized equipment and supplies
- ❖ What Else will be Different about the Lifespan Waiver

- Person Centered Planning
- Case Management
- ❖ Person Centered Planning Process
- ❖ Case Management
 - Target Case Management available for people living with their families and people living in residential setting
- ❖ Support Staff Changes
 - DDDS case managers responsible for overall coordination of services and quality assurance for people living in a waiver residential setting
 - A private provider will hire case managers to provide service coordination and connect families to community resources
- ❖ Additional Staff to Operate the Lifespan Waiver (additional 1000 people moving to Lifespan Waiver)
 - DDDS requires 6.0 additional staff to provide internal waiver administrative functions and provide oversight for entities providing person centered planning and targeted case management in community
 - DMMA requires 3.0 additional staff to process waiver applications

DDDS welcomes all and any feedback from this group.

Electronic Case Record System (ECRS) Development Update (Cx 360)

DDDS continues to work to implement the ECRS. DDDS purchased an “off the shelf” system that has the structure needed; therefore, the vendor is customizing the software to support need. Downloading data from the current system into the new system is actively taking place to provide historically information in the new system. The target “go live” date is July 1st. The ECRS is expected to be a better product and more “user friendly” for families once adopted and glitches are worked through.

Family members will have access to see ECRS information pertaining to family member beginning July 1st. DDDS plans to develop a “family portal” after July 1st to provide easier navigation capabilities for families.

The group spoke of agency providers needing to manually bill and keep hard copies of client records during the transition to the new ECRS. DDDS plans to work through disproportional impacts with provider agencies to get to the July 1, 2016, live date with less disruption.

Announcements and Informational Items

On April 15, 2016, the Supported Decision Making Summit is taking place at the Duncan Center in Dover.

Adjournment

The meeting adjourned at 1:20 p.m.